



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
U.S. ARMY INSTALLATION MANAGEMENT COMMAND-PACIFIC  
HEADQUARTERS, UNITED STATES ARMY GARRISON, HAWAII  
745 WRIGHT AVENUE, BUILDING 107, WHEELER ARMY AIRFIELD  
SCHOFIELD BARRACKS, HAWAII 96857-5000

IMHW-ZA

OCT 05 2018

MEMORANDUM FOR All Military Personnel, Department of Defense Civilian Employees, Contractors, and Residents within United States Army Garrison, Hawaii (USAG-HI) Installations

SUBJECT: Policy Memorandum USAG-HI-11, Solid Waste Management and Recycling

1. References.

- a. USAG-HI Policy Memorandum 9, Disbursement of Recycling Funds, 23 Aug 18.
- b. Army Regulation (AR) 200-1, Environmental Protection and Enhancement, 13 Dec 07.
- c. AR 420-1, Army Facilities Management, 12 Feb 08, with Rapid Action Revision (RAR) 24 Aug 12.
- d. Department of Defense (DoD) 4160.21, Defense Materiel Disposition, Volumes 1-4, 2 Jan 18 (Volume 1), 12 Jan 18 (Volumes 2 through 4).
- e. DoD Instruction (DoDI) 4715.23, Integrated Recycling and Solid Waste Management, 24 Oct 16.
- f. 32 Code of Federal Regulations (CFR) 172, Disposition of Proceeds from DoD Sales of Surplus Personal Property, current as of 17 May 18.

2. Purpose. To provide waste reduction and recycling guidance in accordance with the above-stated regulations and Army Net-zero waste goals and objectives.

3. Applicability. This policy applies to all Soldiers, Family Members, tenant organizations, Civilians, contractors, and other personnel who work on, reside on, or visit any Army installation in Hawaii. USAG-HI is the organizational name, and will be used throughout this policy memorandum to include, at a minimum: Helemano Military Reservation, Schofield Barracks, Wheeler Army Airfield, Aliamanu Military Reservation, Tripler Army Medical Center, Fort Shafter, Kilauea Military Camp, and Pohakuloa Training Area.

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4. Policy. Recycling on USAG-HI is mandatory. This applies to daily civilian and military activities as well as to special events and functions. It is the responsibility of all USAG-HI personnel to manage their solid waste through reduction, green procurement, and recycling, based on the following:

a. Army Core Values. Duty, Respect, and Selfless Service extends to daily individual activities including responsible waste management and recycling.

b. AR 420-1. Establishes the concept of Integrated Solid Waste Management (ISWM) as the basis for Army policy. The USAG-HI ISWM Plan incorporates reducing waste stream volumes, reusing and recycling materials, composting organics, and disposing of remaining wastes through landfill or incineration methods.

c. 32 CFR 172. Requires the establishment of a Qualified Recycling Program (QRP) in which proceeds from the sale of recyclables will cover overhead costs of the program, fund special pollution abatement projects, and benefit morale and welfare events and activities. USAG-HI Policy Memorandum 9, Disbursement of Recycling Funds, establishes the guidelines for the distribution of recycling proceeds on the Garrison.

d. EO 13693 requires:

(1) Diverting at least 50 percent of non-hazardous solid waste, including food and compostable material (but not construction and demolition materials and debris) annually, and pursuing opportunities for net-zero waste or additional diversion opportunities.

(2) Diverting at least 50 percent of non-hazardous construction and demolition materials and debris.

5. Responsibilities.

a. All Soldiers, tenant organizations, Civilians, and contractors will:

(1) Coordinate with the Directorate of Public Works (DPW) Solid Waste and Recycling Program to establish recycling containers and collection points at buildings and facilities for the collection of recyclables by the Army Recycle Center (ARC).

(2) Collect recyclables in locations designated by the Army Recycling Program at their activity or organization. Tenants of single and multi-story buildings with established collection areas must bring their recyclables to this consolidated point of



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collection. Containers may be acquired through the ARC when available, or organizations may use alternatives (e.g. cardboard boxes), or purchase their own.

(3) Identify an individual in their area or establish the Environmental Compliance Officer as the point of contact for implementing current recycling procedures.

b. The DPW Solid Waste and Recycling Program will:

(1) Develop and implement USAG-HI waste reduction and recycling policies and guidance.

(2) Ensure all data regarding solid waste management and diversion is collected and reported in accordance with Army regulations.

(3) Oversee the ARC as well as the processes and services that help support recycling procedures and customer requests.

(4) Coordinate with the ARC to designate consolidated recycling collection areas at tenant buildings and activities.

(5) Establish and manage the Garrison's QRP and proceeds from the sale of recyclables.

(6) Coordinate with DPW Contracting and Resource Management Offices to ensure that recycling and waste disposal reports are provided, as directed in all Garrison service contracts.

c. The Army Recycle Center will:

(1) Provide recycling containers for Installation activities and organizations when available.

(2) Accept recyclables at the ARC, which is located on Schofield Barracks on McMahon Road at Building 1087B. Hours of operation are from 0730 to 1600, Monday through Friday.

(3) Collect recyclables from designated locations on a routine schedule or by request. Housing areas are not included under this contract. (To request a pickup, call (808) 656-9911.)

6. All materials set aside for collection by the ARC, or deposited into a USAG-HI recycling container, are considered donations to the Installation's QRP. Removal of

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these materials for personal redemption is considered theft, and will not be tolerated on USAG-HI.

7. All USAG-HI personnel, acting as individuals or as collective groups (e.g., Soldier units, civilian offices), may participate in the Hawaii Deposit Beverage Container (HI-5) Program by recycling personal beverage containers in exchange for cash at State-authorized redemption centers. Beverage containers generated by the public in common areas (e.g., MWR facilities, hotels, dining facilities), must be collected by and processed through the Army Recycle Center.

8. Individuals may not remove or tamper with USAG-HI recycling containers or trash receptacles.

9. Scavenging in dumpsters or other trash receptacles is prohibited on USAG-HI per USARHAW Policy Memorandum Installation-1, Discipline, Law, and Order, part 8.j.

10. The disposal of cardboard, greenwaste, metal, tires, batteries, construction debris, lumber and other bulky waste is strictly prohibited in or around any USAG-HI dumpster, or anywhere else on post. Such incidents of illegal dumping will be investigated. To report illegal dumping,

or for information on how to properly dispose of your waste, call the DPW Solid Waste and Recycling Program at (808) 656-5411.

11. This policy memorandum supersedes Policy Memorandum USAG-HI-11, SAB, dated 26 Aug 16, and remains in effect until rescinded or superseded in writing.

12. For more information, and a list of currently accepted recyclables, refer to the recycling website at: <http://www.garrison.hawaii.army.mil/sustainability/Recycling.aspx>. or contact the DPW Environmental Division, Solid Waste and Recycling Program at 656-5411.



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